

MEETING MINUTES
Regular Meeting of Date August 23, 2017

1) Call to Order

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Chairman Gordon Machado on August 23, 2017 at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

2) Pledge of Allegiance

Recited.

3) Roll Call: Roll was answered as follows:

Present: Chairman Gordon Machado, Commissioners Deane Judd , Fred Meyer, Jose Martinez, Robert Scattini, Steve Huston, and Marge Sunzeri, and Executive Secretary Mike Chambless

Absent: None.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of August 23 was posted on the bulletin board at City Hall on August 17 at 10:00am per Government Code Section 54954.2.

5) Consent

It was moved by Commissioner Judd and seconded by Commissioner Meyer to approve as presented the minutes of the Airport Advisory Commission meeting of May 28, 2017. Motion carried 7-0. (It was noted that the Commission meetings scheduled for June 28 and July 26 were cancelled.)

6) Public Input

a) There were no public comments.

7) Reports

a) Airport Improvement Program - Rehabilitation Runway 13-31 Phase I - Airport Director Mike Chambless reported that this project is still in the "pre-litigation phase," and there is a meeting scheduled with Kimley-Horn and our lawyers next Thursday. Chairman Machado noted that this appears to having been going on for a couple of years.

b) Airport Improvement Program - Airport Layout Plan update - The first submittal of our forecast growth was submitted to our FAA planner in order to obtain her 'buy-in' before putting it into our report. Director Chambless noted that he and Commissioner Judd met with our consultants for about three hours and went over the plan report page by page to provide comments and corrections. Also, we just received a map of the airport showing the projected projects and we provided a couple of corrections to that. The project is moving forward, and we can expect to see the ALP report possibly at the October Commission meeting with presentation to the FAA to occur shortly thereafter. In response to a question from Commissioner Machado, Director Chambless stated the ALP is supposed to be reviewed/renewed every five years, but in practice it occurs about every seven years. Commissioner Meyer asked if a new CDF helicopter port would be included in the report. Director Chambless replied that no, this is more

about airport projects like adding the taxiway on the west side of the main runway, and runway and taxiway configurations and meeting current regulations. CalFire projects are a separate issue not covered by the ALP.

- c) Budget - The City Council adopted the budget as shown on copies provided to the Commission. This is the same as was previously reviewed by the Commission in March. Commissioner Judd had several questions which were answered by the Director. Commissioner Meyer also had questions that were answered. There were no new unresolved issues.
- d) 4th of July - Director Chambless reported that the City's 4th of July fireworks display was held at the airport. He estimated that there were about 1500 people on the ramp and another 1000 in their cars parked at the airport who viewed the display. Several small fires, started on airport property near the tetrahedron, were extinguished after the fireworks display ended. The display was deemed to have been a successful event.
- e) Airport Capital Improvement Projects (ACIP) - The ACIP was presented by Director Chambless. He noted that the document goes back to 2009, and if a project is printed in green it is complete, if in yellow it is in process. Additional projects are the "CalFire taxiway" in 2019 and followed by taxiway lighting. Projects shown after that will need to be amended based on results from the (currently in process) ALP update.
- f) Airport Inspection - Caltrans July 26th with Don Haug - This was our annual Caltrans inspection. They brought three items to our attention. 1) Dashed taxiway edge markings near CalFire are missing due to a previous asphalt repair. This will be fixed soon through the use of our new paint machine; 2) aircraft parking spots in the CalFire area are marked with non-standard color. CalFire has been notified and they will correct it as soon as the fire season ends. 3) Runway 24 signage is non-standard. Correct signs have been purchased and are on hand and will be installed. This will include moving some of the signs to be aligned with the runway hold short lines. The installations also will include new electrical work.

8) Old Business

- a) Trailer Parking - No report.
- b) Aircraft Waste Oil - No report.
- c) Water Board Underground Fuel Tanks - All repairs have been completed and inspected.
- d) Carol Ford activities - Carol Ford has written a report on her activities but it has not yet been received by Director Chambless. Mike did speak with her, and we expect there to be another meeting with Assembly member Anna Caballero. (This is in regard to encouraging the State to move CalFire to the west side of the airport.) The meeting is expected to occur at the end of September or early October.

9) New Business

- a) Replace Weatherly building doors - The doors are the original doors since the building was built, at least 45 years ago. The doors have been difficult to open, and recently a tenant used his car to open the doors which has not helped the situation. As a result, Director Chambless has received a contractor's quote to replace the doors. and he will be asking the City Council for a supplemental appropriation for \$20,000 to pay for new doors. Commissioner Sunzeri

moved to approve the \$20,000 expenditure for the Weatherly building doors, and Commissioner Scattini seconded the motion. Motion carried 7-0.

10) Items for Next Agenda

Items 7a and 7b, items 8a, 8b, and 8d, item 9a, and an update on building improvement on the "restaurant" (old Navy brig).

11) Next Meeting Date: September 27, 2017

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Commissioner Scattini moved the meeting be adjourned in the memory of Commissioner Martinez's son, Andreas Martinez. The motion was seconded by Commissioner Judd and was passed 7-0. The meeting adjourned at 6:40 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary